



## CITY OF SIGNAL HILL

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2175 Cherry Avenue • Signal Hill, California 90755-3799

THE CITY OF SIGNAL HILL  
WELCOMES YOU TO A REGULAR  
PARKS AND RECREATION COMMISSION MEETING  
April 19, 2023

Meetings begin at 6:00 pm. There is a public comment period at the beginning of the regular meeting, as well as the opportunity to comment on each agenda item as it arises. Any meeting may be adjourned to a time and place stated in the order of adjournment.

The agenda is posted 72 hours prior to each meeting on the City's website and outside of City Hall. The agenda and related reports are also available for review online at [www.cityofsignalhill.org](http://www.cityofsignalhill.org).

**To listen and participate:**

- Call (408) 638-0968 (audio only) and enter meeting ID: 856 0614 6711 and pin: 842897 when prompted. If you would like to make a public comment, please notify the meeting host by pressing \*9 on the telephone keypad.

**To view and participate:**

- In-person Participation: Council Chambers of City Hall, 2175 Cherry Avenue, Signal Hill, California.
- Remote Participation: Visit [www.zoom.us](http://www.zoom.us) on your desktop computer or laptop, click on "Join a Meeting", and enter meeting ID: 856 0614 6711 and pin: 842897 when prompted; or
- Download the app from the app store if you are using a smart phone and enter meeting ID: 856 0614 6711 and pin: 842897 when prompted.
- Please note that you will be placed in a "listen only" mode and your video feed will not be shared with the Commission or public. If you would like to make a public comment, please notify the meeting host by raising your virtual hand (see hand icon at bottom of screen) and you will be invited to speak when the Parks & Recreation Commission is taking public comments. Please do not simultaneously use a microphone through Zoom and a cellphone/telephone. That combination results in audio problems for all participants.
- To make a general public comment or comment on a specific agenda item, you may also submit your comment, limited to 250 words or less, to the Community Services Director at [yaguilar@cityofsignalhill.org](mailto:yaguilar@cityofsignalhill.org) no later than 4:00 p.m. on Wednesday, April 19

and your comment will be read into the record.

- Please note that remote participation is offered as a public service and the City is not responsible for meeting disruptions or technical difficulties; however, if you are disconnected, please repeat the steps above. Submission of written comments or in-person participation will ensure that your comments are received.

Park and Recreation Commissioners are compensated \$75.00 per meeting.

(1) **CALL TO ORDER – 6:00 P.M.**

(2) **ROLL CALL**

CHAIR ANHORN  
VICE CHAIR DUTCH HUGHES  
COMMISSIONER KIM  
COMMISSIONER KISS-LEE  
COMMISSIONER ZACHARIAS

(3) **PLEDGE OF ALLEGIANCE**

(4) **PUBLIC BUSINESS FROM THE FLOOR ON ITEMS NOT LISTED ON THIS AGENDA**

(5) **DISCUSSION ITEM(S)**

- a. REQUEST FOR REPLACEMENT OF TREES ADJACENT TO HILLTOP PARK RESTROOM

Summary:

The City is in receipt of an application from a resident east of Hilltop Park requesting replacement of four Eucalyptus trees located north of the Hilltop Park restroom building. Staff have assessed the request and provided the resident(s) with the associated cost for replacement. Based on the feedback received from the Parks and Recreation Commission, staff will move forward with replacing the trees within 30 days.

Recommendation:

Receive and file the request to replace four Eucalyptus trees located north of the Hilltop Park restroom with 24” box Crepe Myrtles.

- b. RENAMING OF THE COMMUNITY SERVICES DEPARTMENT TO PARKS, RECREATION, AND LIBRARY SERVICES DEPARTMENT

Summary:

As the City embarks on the development of the budget in preparation for Fiscal Year 2023/2024, the Community Services Department will be renamed through this process to more accurately reflect the comprehensive services provided by the department. The updated name will be the Parks, Recreation, and Library Services Department.

Recommendation:

Receive and File.

## c. PET OF THE MONTH NOMINATIONS

Summary:

The Commission will consider submitted nominations and select a Pet of the Month for April 2023 (Attachment A).

Recommendation:

Review nominations for April 2023 and select nominee(s) to recognize for Pet of the Month.

## d. ANNUAL PARKS AND RECREATION COMMISSIONER PARK REPORTS

Summary:

In October 2022, the Commission assigned parks to each commissioner to report their observations and experiences with their assigned parks throughout the year, with a more comprehensive update April of each year. This will be the inaugural report by each commissioner for park assignments.

Recommendation:

Staff recommend that the Parks and Recreation Commission report their observations and experiences with their assigned parks in accordance with the decision by the Commission in October 2022.

## e. DIRECTOR'S REPORT - UPDATES ON CITY COUNCIL ACTIONS, PARK PROJECTS, AND PROGRAMS

Summary:

Staff will provide an update on various actions which affect the Community Services Department such as City Council direction, project status for park development, and/or other Community Services Department programs.

Recommendation:

Receive and file report.

**(6) CONSENT CALENDAR**

The following Consent Calendar items are expected to be routine and non-controversial. Items will be acted upon by the Commission at one time without discussion. Any item may be removed by a Commissioner or member of the audience for discussion.

## a. REVIEW OF COMMISSION REVOLVING OBJECTIVES

Summary:

Each month staff will provide an update on various actions taken regarding items identified on the Commission Revolving objectives.

Recommendation:

Update, receive, and file report.

b. APPROVAL OF MEETING MINUTES

Summary:

Minutes of the Regular Meeting of March 15, 2023.

Recommendation:

Approve the minutes of the Regular Meeting of the Parks and Recreation Commission for March 15, 2023.

(7) **COMMISSION NEW BUSINESS**

COMMISSIONER ZACHARIAS  
COMMISSIONER KISS-LEE  
COMMISSIONER KIM  
VICE CHAIR DUTCH HUGHES  
CHAIR ANHORN

(8) **ADJOURNMENT**

Tonight's meeting will be adjourned to the next regular meeting of the Parks & Recreation Commission to be held on [INSERT DATE], 2023, at 6:00 p.m. (hybrid meeting format, including in-person, and video and teleconference participation options). Instructions to participate in the meeting will be provided on the meeting agenda.

**CITIZEN PARTICIPATION**

If you need special assistance beyond what is normally provided to participate in City meetings, the City will attempt to accommodate you in every reasonable manner. Please call the City Clerk's office at (562) 989-7305 at least 48 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible.

**AFFIDAVIT OF POSTING**

I, Yvette E. Aguilar, Commission Secretary of the Parks and Recreation Commission, do hereby affirm that a copy of the foregoing agenda was posted at City Hall, the Signal Hill Library, Discovery Well Park, and Reservoir Park, 72 hours in advance of this meeting.